

Executive Committee Meeting Minutes – Monday, July 12, 2004

Chairman Dwyer called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

Present: Chairman James Dwyer, County Board Supervisors Patricia Haukohl, Walter Kolb, Richard Manke, William Mitchell, Duane Paulson and Duane Stamsta. Supervisor Manke arrived at 8:46 a.m.

Staff Present: Chief of Staff Lee Esler, Legislative Policy Advisor Mark Mader, Legislative Policy Advisor Dave Krahn, Office Services Coordinator Windy Jicha.

Also Present: Director of Public Works Rich Bolte, Director of Administration Norm Cummings, Internal Audit Manager Lori Schubert, Information Systems Manager Mike Biagioli, WCFLS Executive Director Tom Hennen, Corporation Counsel Tom Farley, Solid Waste Supervisor Karen Fiedler, Supervisor Vera Stroud, Engineering Services Manager Gary Evans, Harlan Clinkenbeard of the City of Pewaukee, Supervisor Dave Swan, Library Services Coordinator Claudia Backus, Supervisor Hank Carlson, Senior Financial Analyst Andy Thelke, Mukwonago Library Director Kathy McBride, Mukwonago Library Trustee Mary Blott, Mukwonago Library Trustee Susan Bergmann, City of Waukesha Mayor Carol Lombardi, City of Waukesha Alderman Larry Nelson, Waukesha Public Library Director Jane Ameel, Pewaukee Library Director Georgia Bouda, SEWRPC Executive Director Philip Evenson, Supervisor Rodell Singert, Business Manager Betsy Crosswaite, Joanne Weidemann, Director of Public Works Rich Bolte, Internal Audit Manager Lori Schubert, Principal Internal Auditor Joe DeAntonis.

Public Comment

- Lombardi, Clinkenbeard, Blott, Nelson, Ameel, Bergmann, McBride and Bergemann spoke in support of Ordinance 159-O-037: Amend Waukesha County Code of Ordinances Regarding Federated Library Capital Cost Reimbursement Program.
- Clinkenbeard and Vogel were in support of 159-R-004: Intention to Exempt New Joint Pewaukee Library from County Library Tax.

Correspondence

Chairman Dwyer reviewed and distributed the list of correspondence. He said Supervisors should request copies of the listed items from Jicha.

Approval of Meeting Minutes from June 21, 2004

MOTION: Stamsta moved, Paulson second, to approve the minutes of the June 21, 2004 Executive Committee meeting as amended. **Motion carried:** 6-0.

Meeting Approval

MOTION: Haukohl moved, Stamsta second, to approve attendance of the Executive Committee at the Public Works Committee meeting on July 13, 2004. **Motion carried:** 6-0.

Discuss and Consider Ordinance 159-O-037: Amend Waukesha County Code of Ordinances Regarding Federated Library Capital Cost Reimbursement Program

Motion: Paulson moved, Haukohl second, to approve Ordinance 159-O-037.

Hennen said this ordinance amends section 11 of the Waukesha County Code by adopting the recommendations of the advisory Library Building and Capital Costs Study Committee to tax non-library communities a portion of library capital expenses. This ordinance would increase the net allowable expenditures used in the levy calculation by adding a capital costs factor of \$0.13 per operating dollar expenditure. The Library Building and Capital Costs Study Committee's report indicates that the \$0.13 per operating dollar represents the national average of library capital costs as a percent of operating dollars. Based on estimated 2004 net allowable municipal library expenditures, the addition of a capital costs factor would add \$356,400 to the estimated 2004 County Library Levy for 2005 budget purposes. At this time the

2004 tax rate can only be estimated since the 2004 equalized values are not available until August 15, 2004. Assuming a 6% increase to Federated Library communities' tax base, the inclusion of the \$356,400 for capital costs would result in a 2004 tax rate of \$0.2775 which is \$0.319 or 13% greater than the 2004 estimated rate of \$0.2456 calculated under the current formula.

Hennen said library taxation in Wisconsin is very confusing which is partially the result of the state's intent to make things more fair. The county taxes 19 communities without libraries to give money to 16 communities with libraries. The issue of capital costs is very old. State law allows but doesn't require the consideration of capital costs. When the county first looked at this issue, it was turned down because it is a potential rollercoaster. The Capital Costs Committee found a way to deal with it. Hennen gave background of how the Capital Costs Committee was formed and the findings released in the committee's final report.

Supervisor Manke arrived at 8:46 a.m.

Kolb said he doesn't believe his community has representation on the library board or say in decisions. He would like to know upfront what it cost for users from nonlibrary communities to use the libraries. He wants residents from nonlibrary communities to decide whether or not they want to pay for what they use. Hennen said there is representation on the local library boards. Members are appointed according to library use.

Haukohl said monies are distributed to library communities according to use by citizens of nonlibrary communities. According to this formula, a community building a Taj Mahal library will be paid the same amount if they build a smaller library. The people living in communities without libraries are using the library buildings and it is fair to charge this amount.

Stamsta said he agrees with the recommendations to some degree but he feels there's no representation. We should look at other ways to run the libraries such as library districts if we can't consolidate. We need to think out of the box to find new ways to deal with this. Hennen said there is pending legislation for library districts.

Mitchell said he was disappointed the committee didn't look at the consolidation issues. When you build libraries you have costs. Last year when the County Executive asked departments to hold down spending, it was waived for the library because their tax is calculated by a formula.

Manke said he thinks the communities with libraries deserve this money because they provide services to residents from communities without libraries. This is an equitable way to pay for this. The service is there for all Waukesha County residents and we should support this.

Dwyer said he appointed this committee because it was adopted by the County Board not because he thought it was the right thing to do. Is the library formula a complicated issue? Yes. Many supervisors don't understand how it works. Could there be a worse time to have this ordinance in front of us with the current tax freeze environment? This will be viewed as raising the county library levy 13%. Dwyer asked who wants the library levy to go up 13%. People will say that the county approving a 13% increase. Is it critical to do something about capital? We need to look at the Pewaukee library merger. What will the end gain be a few years after the merger? He has serious concerns of how this ordinance will be received. The timing could not be worse for approval of this ordinance. He would like to hold this over to further investigate options. When we begin the merger process, it will change the entire formula process. There's no way the communities getting these extra dollars will reduce their tax rate by the same amount. The library tax levy will go down 1% this year but that won't be in the newspapers. We can't be part of fueling the fire in Madison to get TABOR going again. We might be better off sitting back, taking a look and deciding how to deal with it.

Paulson said this is the right thing to do. It would be nice to put this off until after the TABOR argument goes away but we don't have that luxury. Dwyer said the delay would coincide with the Pewaukee library consolidation. The City of Waukesha is the winner here because they supply services to people in many communities but the amount they get won't make or break them in the end.

Mitchell said the thing with consolidations is that the other libraries in the system will have to meet the minimums. With the consolidation of the Pewaukee library, there are three library communities that will have to raise taxes. We don't know where it will lead. Hennen said he knows the operating budget for the library will decrease 1% in 2005. The code dictates the budget.

Carlson said this will not fix all the library problems. The committee chose the national average of \$0.13 to assist library communities which is a nickel per thousand or \$10 on a \$250K home. This money provides assistance to libraries that are servicing a large area of our county and will bring the costs closer in balance.

Esler asked will the library and nonlibrary communities be happy with this amount? This was analyzed in 1992 and rejected. It was difficult to define what is capital and what isn't. It was difficult figuring out how to distribute the monies. Will New Berlin and Menomonee Falls be happy to get a small percent back when they actually spend 33% to 34% capital versus operating costs? This does result in more fairness to the library communities at the expense of the nonlibrary communities.

Haukohl said Supervisors have concerns that communities will build large libraries to get more money. This won't happen because communities with libraries receive money according to use, not according to the cost of capital projects. This calculation of use is far more fair than the actual costs of buildings.

Esler said what you build is immaterial because you are adopting a nonresident surcharge. The question will be, are you including debt service and other capital costs as operating costs in the future? Hennen said we aren't calculating that now and he has no intention of doing so because the code does not allow it.

Evenson said he hears what Esler is saying. It is in lieu of capital and it is a means of equity for communities that build buildings or replace things such as roofs. The Capital Costs Committee stayed away from the average actual library costs. Each local library is going to build what it deems fit. This seemed like a fair way of doing it. The county will be better off if we could transition to a district library system. This way all communities would be involved in providing library services.

ON THE MOTION: Motion carried: 4-3 (Mitchell, Kolb and Dwyer voted no).

Discuss and Consider Resolution 159-R-004: Intention to Exempt New Joint Pewaukee Library from County Library Tax

Motion: Paulson moved, Mitchell second, to approve Resolution 159-R-004.

Director Cummings said if the joint Pewaukee library meets the minimum standards of operation for public libraries within Waukesha County and statutory minimum levy requirements, the county will exempt the joint library from the county tax due under the provisions of s. 43.64 Wis. Stat, beginning January 1, 2006. This ordinance allows that any year the joint Pewaukee library is exempt from the Waukesha County Federate Library tax, the formula used to calculate the County Federate Library tax for that same year excludes the joint library's materials circulation from the determination of the nonresident ratio of use as defined in Waukesha County Code section 11-4(b) (1).

Director Cummings said this was set up as a guideline for the City and Town of Pewaukee. It is up to the County Board to decide whether or not they achieve the standards. These communities want some reassurances on what standards need to be met. This resolution lays out the standards. If the city meets the guidelines and is exempt, their circulation would be exempted from the nonresident ratio of use.

Farley said this is a resolution and you will have the opportunity to make the decision if the City of Pewaukee is exempt when the time comes. This does give them comfort that if they meet the requirements they will be exempted. If you are satisfied they are in compliance, you will exempt them for the following year.

Director Cummings said if all the libraries formed into districts, there would no longer be a county tax. This has been discussed in the past. Any way the county can help the communities to consolidate services is a plus.

Haukohl said her major concern is meeting standards and it looks like joint Pewaukee library are required to meet the standards. This does cushion the blow for the nonlibrary communities. Cummings brought up the concept of library districts. Maybe that's the pathway we are headed for and then we won't have a county tax.

Paulson said the Pewaukees need some assurance that the county will go forward with this if they meet the requirements. What red herring is in here, which will be the flashpoint on the board floor? Director Cummings said there will have to be an ordinance to change the code or to have an exemption. Nonlibrary communities will have to pay for the City of Pewaukee's circulation. If the board doesn't pass an exemption, you will have to pay for their circulation.

Kolb asked is this resolution neutral or is it benefiting the Pewaukees at the expense of the Towns? Farley said many governments don't give straight answers of what communities needs to do and answers aren't easy to get. This resolution tells Pewaukee exactly what is required of them, what the expected criteria is and what the county is going to do. It is important to understand that this resolution came about from a request by Pewaukee so they would know exactly what is required of them. A possible lawsuit could occur if we didn't grant an exemption when the standards are met.

Mitchell said this puts the standards in black in white and is positive. Esler said Pewaukee wants the requirements in writing. They wanted a resolution saying if they meet the standards, the county will exempt them. The county wanted in writing their requirements. Paulson said we have an obligation of letting them know where they stand. Resolutions don't cost any money but they do give you a direction of where they are going.

Clinkenbeard said basically the City of Pewaukee Common Council is proposing to build a \$5 million library. The standards will be two to three times larger for the operating budget. Before we engage in this we want to make sure the county will allow us to merge libraries. It was a simple request by the City of Pewaukee.

Motion carried: 7– 0.

Discuss and Consider Ordinance 159-O-038: Modify Project Scope for 200109 Implement HHS Automated System

MOTION: Stamsta moved, Manke second, to approve Ordinance 159-O-038.

Biagioli said this ordinance authorizes a change in project scope for project #200209 Implement HHS Automated System to integrate, as mandated by the state, rather than interface the state SACWIS with county HHS and financial systems. This requirement results in additional costs estimated at \$165,000 to develop points of entry, create a transmittal environment, modify state reports and additional project management. According to the project team, this work along with current delays in implementing the accounts receivable automated system will delay the planned implementation of a case management system. The ordinance authorizes the additional integration work to proceed ahead of the case management system by utilizing the existing case management funding already appropriated. Information Systems staff indicate that a study and complete analysis will be conducted. From the study, a timeline will be produced for when the county will pursue implementation of a case management system; however, additional funding may be requested if needed in a future capital planning cycle.

Director Cummings said some of the software doesn't have a long history and changes need to be made to be in accord with Wisconsin laws. They are having trouble being in compliance with the Wisconsin laws. We need to stabilize this. We can't tell you when we will begin the case management system. We shouldn't be the only county with this problem. We should look to other counties to see what they are doing. One of the problems working with this company is that Waukesha County is a small customer. We need to regroup and preserve the HHS resources. We have been allocating more IS staff time for this project than planned.

Biagioli said SACWIS is up but we need to finish the integration. HHS has two systems up to meet their needs. The state doesn't care if we aren't meeting our needs. It is important to get the interfaces done in 2004.

Director Cummings said the last Laurel Walker article said we are losing money but actually we have a cash flow loss. We aren't writing off \$1.25 million in bills.

Haukoil asked how much will it cost to complete the analysis? Biagioli said he doesn't know. We need to finish all the pieces before we can do the analysis. We will contract this out. Director Cummings said if we can find others that are interested in doing this, we won't have to bear the total costs. We are ahead of most counties in the state.

Stamsta said the goal is to have one system versus numerous systems. Biagioli said we are pretty close to that. We have weekly meetings with the team working on the critical issues. The ability to pay module is unique to Wisconsin. We are reviewing that with them tomorrow and then they will put their support team on it as soon as possible. We need to test the patches we implemented last week. Once they are completed, we can start running through our clearinghouse test and submit them.

Kolb said this is a constant battle. He can't determine whether or not they are doing a good job. If SACWIS wasn't an issue, would it be running? Biagioli said this is an issue with Creative Socio-Medics Corporation. Cummings said IS and HHS staff attention is being diverted due to this.

Kolb asked how debugged is the system? Biagioli said three quarters of the issues have been addressed but we are working on an old release of this system.

Mitchell asked could we write technology RFPs to take into consideration that our choice would have experience in Wisconsin? Can we work with other counties to approach this? This isn't the only instance where we have chosen a company that hasn't worked in Wisconsin before. Director Cummings said with the tax system, we are bringing the company in to understand what is required of Wisconsin systems. The consultants we hired help us to understand how to best use our systems and to tell us when we are asking too

much of a vendor and their product. We plan on doing this more frequently. Biagioli has contacted other counties to see how they are dealing with this. Other counties are watching us to see how we deal with it. SACWIS is a minor part of our system.

Motion carried: 7– 0.

Discuss and Consider Ordinance 159-O-036: Repeal Sections 7-47, Relating to Committee Approval of Expenses Over \$2500; and 7-49, Relating to the Director of Finance Administrative Transfer of Funds; and Repeal and Recreate Sections 7-17, Relating to Appropriations for Contributions and Donations Made by the County; and 7-93, Relating to the Year-End Purchase Order (Encumbrance) Carryover Process of the Waukesha County Code of Ordinances

Motion: Haukohl moved, Manke second, to approve Ordinance 159-O-036.

Director Cummings said the sections of the code to be modified or deleted will have no fiscal impacts if changed. The provisions are part of the financial procedures in the code. Section 7-47 is obsolete since state statutes have been amended many times regarding committee approval of expenses of \$2,500 or more. All claims that need to go to the board are going to the board.

Director Cummings said Section 7-49 was adopted in 1984 but discontinued in 1986 when it was determined that the administrative procedure for transferring funds outlined was not authorized by state statute. Any time there was turnover in a department, the money not needed for that position was removed and transferred to the contingency fund. This violates state statutes. He can't transfer money between funds because this is the responsibility of the Finance Committee. Vacancy and turnover factors are set up in all budgets with staff of more than 30 people.

Director Cummings said Section 7-17 is being revised due to procedures for contributions and donations made by the county being replaced by other updated code sections. We now have a process that needs to be followed and dealt with by the County Board. Section 7-93 is being revised at the suggestion of the county's external auditor to clarify the code so the budget is in balance by having related revenues associated with the year-end encumbered expenditures automatically re-appropriated from one calendar (budget) year to the next.

ON THE MOTION: Motion carried: 7– 0.

Discuss and Consider Ordinance 159O- 039: Abolish County Solid Waste Management Board

Motion: Stamsta moved, Mitchell second, to approve Ordinance 159-O-039.

Fiedler gave a short history of the Solid Waste Management Board. This ordinance abolishes the Waukesha County Solid Waste Management Board and assigns the Land Use, Parks and Environment Committee as the liaison for recycling and solid waste programs. Abolishing the Solid Waste Management Board reduces duplication of services between the board and committee. Solid Waste Management Board members currently receive per diem compensation and mileage reimbursement. In 2003, total expenditures for the Solid Waste Management Board were \$1,831. The 2004 expenditure budget appropriations are \$2,625. Assuming no additional expenses would be incurred by the Land Use, Park and Environment Committee, the estimated annual savings from this action would be \$2,625.

Esler asked what the members of the Solid Waste Management Board feel about this ordinance? Fiedler said board members felt they could better serve the community in other ways for the same causes if the Board was abolished.

Motion carried: 7– 0.

Discuss and Consider Resolution 159-R-005: Support State and Federal Legislation for Extended Producer Responsibility of Consumer Electronics

Motion: Paulson moved, Haukohl second, to approve Resolution 159-R-005.

Fiedler said this was the last official act of the Solid Waste Management Board and they voted unanimously to bring it forward. This resolution supports legislation requiring producers of computers, televisions and certain consumer electronics to take financial responsibility for unwanted products, phase out hazardous materials used in products where alternatives exist, utilize environmentally sound practices for recycling these products, and recycle or dispose of computers in a manner that protects the confidentiality of consumer information. The resolution also should establish an infrastructure and funding for recycling computers, televisions and certain consumer electronics, encourage cooperation between producers, retail stores, recyclers, municipalities, non-profit organizations, and the Wisconsin Department of Corrections, and provide for public education on proper disposal of electronics. This spring we had a collection and collected 84 tons of computers and computer parts. There are states that have developed legislation on this. These products have a very rapid turnover due to the constant upgrade in technologies. The purpose of this resolution is to allow the county to support state and federal initiatives in this area.

Kolb said the user should pay the costs of disposing of these products not the manufacturers. Government should not mandate what a manufacturer will and will not do.

Haukohl said she could support the first part of the resolution encouraging legislators to recommend a system. People would pay for the disposal in the cost of the product. Lines 31 through 36 of the resolution are too detailed. The resolution should be a general statement encouraging legislation for a system to take care of computer disposals. There are too many details in the “Whereas” sections. She would rather see general recommendations.

Stamsta said when you buy tires you pay a disposal fee. Maybe we need to tack on a fee for disposing of computer products. Those funds would be used to dispose of these products.

Esler said the intent of this resolution is for the county to encourage the state to encourage the federal government to do something about this issue. Fiedler said some states have been encouraging the manufacturers. Fiedler said the Badger Recycling Program funded by the state collects disposed computers. Inmates in the state prisons are taught to disassemble computers. It isn't a long-term solution. She knows that not everyone will behave properly when it comes to disposing of computers. It has become very convenient to recycle so more people participate. There are ways to make it more convenient. Esler said the state was previously paying for the disposal and now they aren't. Fiedler said it was a grant for the corrections centers but the budget was cut. The system wasn't designed to collect all the old computers in Wisconsin. Dwyer said this is about educating people on how they should dispose of certain products.

Haukohl is voting no because of all the details included in lines 31-36 of the resolution.

MOTION: Stamsta moved, Paulson second, to remove the word producers on line 32 and insert users and to add the word “encourage” to line 34. **Motion defeated:** 2-5 (Paulson and Stamsta voted yes).

MOTION: Mitchell moved, Haukohl second, to remove lines 31-36 and to remove “Be it further resolved that legislation should” from line 38 and in its place add “Now therefore be it hereby resolved by the Waukesha County Board of Supervisors that it supports legislation that would...” **Motion carried:** 7-0.

ON THE ORIGINAL MOTION: Motion carried: 7– 0.

Discuss and Consider Resolution 159-R-003: Support the Creation of a Disease Prevention Trust in the State of Wisconsin

MOTION: Stamsta moved, Paulson second, to approve Resolution 159-R-003.

Stamsta said this resolution and discussed at the HHS Committee and there were two “no” votes. The “no” votes were due to TABOR related issues of not wanting to increase taxes. The committee talked about a proposed amendment to line 32 which would delete “\$1.23” and insert “\$0.85” and to delete “incrementally, over a three-year period.”

Stroud said taking away this entitlement doesn’t hurt anyone.

MOTION: Stamsta moved, Haukohl second, to amend line 32 of the resolution as mentioned above. **Motion carried: 6-1** (Kolb voted no).

Stamsta said this resolution will mean decreased health care costs. It won’t happen overnight but rather in the long term. We are trying to reduce smoking in children. Older people are a lost cause.

Kolb asked is this program a priority? He thinks there are more important programs to focus on. Everyone has the ability to quit if they want to. This is a legalized product. This is trying to mandate what individuals will and won’t do. People who smoke are going to smoke. He is vehemently against this.

Haukohl said she looks at this as a user fee of \$.085. This is a preventative thing to keep people from smoking. Stroud is saying that smoking costs both the smoker and the taxpayer money. Manke said he agrees with Haukohl. We use gas tax to fix the highways why can’t we use this money to help with the problem.

Paulson said he’s voting against this because Wisconsin is the fifth largest Indian gaming state. Cigarettes aren’t taxed at the casinos so if this tax goes into effect, people are going to rush to the casinos to buy cigarettes. We don’t seem to go after the problem but after the supplier. We have to get to the users.

Mitchell said keeping kids from smoking cigarettes is good but it is illegal for kids to smoke. He agrees with Paulson’s comments regarding casinos. It will hurt our local businessmen by moving the cigarette business elsewhere.

Wiedeman said data shows second hand smoke has a serious impact on our health. She wants to see kids not start smoking in the first place. Kids won’t be able to afford to buy cigarettes. Kids aren’t legally allowed in casinos. There are programs working on the issue of the illegal sale of cigarettes to underage youth. This will help reduce these numbers. No one can guarantee that a state trust won’t be violated. Hopefully it will be used for what it is intended. From her background in Public Health she knows that if we could get everyone to quit smoking, it would have a bigger impact overall than alcohol. There are successful cessation programs out there. Smoking is an addiction and it can be difficult to quit.

Stroud said the numbers of people who smoke goes up and down. It is correlated with the economy. More people smoke when the economy goes up. People will smoke it if they have the money. The biggest plus with the additional \$0.85 per pack is that it will keep kids from smoking.

ON THE ORIGINAL MOTION: 4-3 (Mitchell, Kolb and Paulson voted no).

Discuss and Consider the Following Appointments:

159-A-010: Appointment of Jayne Thoma to the Ethics Board

MOTION: Manke moved, Haukohl second, to approve 159-A-010: Appointment of Jayne Thoma to the Ethics Board. **Motion carried: 7-0**

159-A-011: Appointment of John Caucutt to the Oconomowoc Public Library Board of Trustees

MOTION: Manke moved, Mitchell second, to approve 159-A-011: Appointment of John Caucutt to the Oconomowoc Public Library Board of Trustees. **Motion carried: 7-0.**

Discuss and Consider the Proposed Scope for the DHHS Long Term Care Audit

Schubert read through the handout relating to the proposed scope for the DHHS-Long Term Care Division audit. She explained what the division does and populations they serve. This division makes up approximately 50% of the DHHS budget. The scope of the audit will assess the effectiveness and efficiency of the division's operations. The areas of concentration will be determined based on a risk analysis performed during the initial stages of the audit. The auditors will bring this information back to the Executive Committee upon completion. The audit will rely on the single audit work of Virchow, Krause & Company for much of the compliance-related test work related to the division's activities.

Discuss and Consider the Public Works - Engineering Services Division Audit Report

Schubert said the scope of the audit was to focus on cost estimates, scope changes, access permits and staff of the Engineering Services Division as specified by the Executive Committee. Detailed information on the scope of the audit is found on page one of the audit. Schubert briefly went through the background, cost estimation process and scope changes sections of the audit.

Esler said many of the issues concerning scope changes have been improved because better information is supplied in the original project scopes. He asked Bolte if he was comfortable negotiating contracts with developers without mentioning these decisions to the policy makers alerting them how money is being spent? Bolte said is comfortable with it. The audit shows that they follow the proper policies and procedures according to the code. Developers have paid a lot of money to improve our roadways to accommodate the traffic impact of their projects. If the code said something different, we would operate differently. It would be difficult to conduct negotiations with the developers and the Public Works Committee at the same time. They have been doing this for twenty years and it works. Bolte said we can't move as fast as the private sector which causes difficulties in accommodating the growth of large developments and difficult to coordinate projects with developers in some situations. These agreements allow developers to move at a more rapid pace. Evans said there are times when the county cannot perform all the necessary functions such as moving utilities and purchasing right-of-ways in order to be in sync with projects wanted/needed by developers. Bolte said for big projects, we just can't move fast enough and there isn't much flexibility.

Haukohl asked wouldn't it be a good idea if the County Board was kept up-to-date regarding deals made with private developers? Bolte said we don't have any secrets. He isn't sure what laying out a set of plans in front of the Board will do. These aren't capital projects. Dwyer said it is in the benefit of the public to have the developer perform improvements within the county's plans. Bolte said they have some issues with developers completing work in a timely manner when they rebuild roads to gain access to their parcels. Dwyer said there should be communications with the committees to update them about these types of projects.

Mitchell asked how is the outsourced staff chosen? Bolte said they use the RFP process to hire outsourced staff.

Schubert reported that overall, the audit found that through the review of the cost estimation process, staff is adequately preparing estimates and monitoring and adjusting budgets as information becomes available. The permit process appears to be functioning well and is well documented but the final approved signatures on the permits were not within the requirements specified by the Waukesha County Code. The audit recommends a change to correct this situation. The report also contains an analysis of the assignment of design duties to in-house staff and contractors. The audit reflects that the division of duties related to road design appears reasonable and is well suited to the division's activities.

Schubert said it appears there may be some confusion between the project scope definitions used by the division staff versus County Board members. The audit recommends that the division clarify the scope descriptions within the capital plan to clearly specify the potential refinements to be included in the project and to update this description in the capital plan as information becomes available.

Schubert said the division staff had read through the audit and found the audit to be fair and reasonable. They are in general agreement with the conclusions reached.

MOTION: Haukohl moved, Kolb second, to accept the Public Works - Engineering Services Division Audit Report and to refer it to the PW committee. **Motion carried:** 7-0.

Committee Reports by Committee Chairs for the Following Meetings:

July 8, 2004 – Health and Human Services – Stamsta said the committee discussed the HHS capital project ordinance that was discussed today by the Executive Committee. Krispin told the HHS committee that the state is constantly changing computer programs. They don't have a uniform IS department or uniform computer systems. It is very cumbersome for the county staff to keep track of everything.

July 8, 2004 - Public Works – Manke said the committee approved a grant for the airport and right of ways conveyances. Members heard an update on the jail status, tabled a speed ordinance and made a motion for the Executive Committee to draft an ordinance releasing 2004 funds budgeted for WRRTC. The Public Works database was not functioning at the meeting so the committee did not get a demonstration of it. The committee is meeting tomorrow to tour the home located at 1120 Northview.

Future Agenda Items

- Waukesha County Involvement in the WRRTC

WCA Report from July 9, 2004 Meeting

Dwyer said former Dane County Board Supervisor J. Michael Blaska will be joining WCA as Director of Programs and Services, effective August 2, 2004. Mr. Blaska's focus will include the development of programs and services serving county government and cultivating private sector partnerships. In addition, he will add to outreach efforts of the association by working with county officials from around the state on key issues to county government. He currently serves as the Executive Director of the Wisconsin Land Council and the Wisconsin Land Information Board, within the State of Wisconsin Department of Administration.

Dwyer said Governor Doyle has begun putting budgets together with a reduction of five to ten percent to operating budgets. Secretary Marotta met with Waukesha County. Since the meeting Pat Farley has asked for more information on the CJCC. Pat Farley sees a possibility of the state funding some of the CJCC programs. There may be a major change from the state in the HHS budget. They will keep us informed. Several land use rules are being looked at for possible changes. The university system will withdraw their role in the economic summit due to budgetary reasons. Because of his new role as secretary/treasurer of WCA, Dwyer has asked to go over the books including the check register to see where money is going and to get a better understanding of funding issues. They will not take part in the Counsel on Children and Family's

Executive Committee
July 12, 2004

survey at this time because not all counties have a role. The October WCA meeting will be held at the EEA in Oshkosh. The 2005 WCA annual meeting will be held in the Kalahari hotel in Wisconsin Dells.

Motion to Adjourn

MOTION: Haukohl moved, Kolb second, to adjourn the meeting at 1:10 p.m. **Motion carried:** 7-0.

Respectfully submitted,

Walter Kolb
Secretary